

Site Visit Programmatic Questions
LifeCare Center East (dba Options for Women East)
June 18, 2015

1. Update Report

- Review your two most recently submitted Update Reports: are you meeting Report Count goals?
- Note any significant differences between the reports: are programs stable? Improving? What do the reports indicate about progress in your programs? Year 3 of the grant has seen raised numbers. Clients served overall has continued to increase.

2. Work Plan

- Review your 2012-16 grant application's description of the program you are asking to be funded. Note the services and activities you said you would provide and the number of clients you would serve.
LCC East has recently added prenatal medical care till baby is one year old to the services they provide.
- Prepare a short summary of your current program(s) and the number of clients being served. How does what you describe in the application compare with what you are currently providing? Have any programs and/or activities or services been added or removed? Have the number of clients being served per quarter decreased or increased since October, 2012? Is there anything particular you want to share about your current program to explain its current status?
- Do you anticipate making any changes to the 2014-15 Work Plan? If so, in what way and for what reasons?
Not at this time.

3. Fiscal Review

- Review of the 2012-14 expenditures spreadsheet
- Have you or do you intend to revise your 2014-15 budget justification? Keep in mind that the current budget justification remains in effect until a revision is approved.
- Review the guidelines regarding expectations for invoice and verification submissions (attached), and the new requirement to submit both to financial for invoice payment. Review MDH's efforts to move to paperless invoicing.
- If your Financial Reconciliation has taken place, the findings will be reviewed. Fiscal review has just been initiated.
- If you have an elevated risk designation, and your report cited any concerns, these will be discussed.
A budget revision was discussed. Staffing concerns were addressed and rollover funding may help to fund part of this issue. A budget revision was discussed and Vaunae will submit a budget revision in the near future.

4. Grant Closeout Form

- You will have an opportunity to review a draft of your Grant Closeout Form.

5. 2014-16 Evaluation (availability of items below depend on date of site visit)

- Your 2013-14 Evaluation Report Summary will be discussed.
- Your 2014-16 Evaluation Plan will be discussed. Any suggestions provided in your 2013-14 Report Summary should be included in the plan, if you are continuing the same evaluation. If you are planning a new evaluation, details will be discussed. The previous evaluation plan was discussed. The prenatal clinic initiative was planned as a result of last year's evaluation plan where it was discovered few clients were seeking prenatal care in their 1st trimester.

6. Positive Alternatives website

- The PA website is being/has been reconfigured. Its scope is reduced. Resources for grantees will remain basically the same.
- Consider providing suggestions for additions/deletions

7. Provide Updates

- Have you made any changes to your application Face Sheet data?
- Do you want to revise your website posting?
Changes were made to the Face sheet. Website changes will be emailed to the grant manager.

8. Issues specific to this grantee

Spending on salaries in first grant cycle (resulting in carry-over) was addressed. One position was vacant for longer than expected resulting in carry over funds.

9. Tour of Facility

- If your facility has been remodeled or updated with grant funds, be prepared to provide a tour of the area
- If grant-funded activity areas have been significantly altered, be prepared to provide a tour of the area.

A tour of the center was provided. The center is located on a busline with easy access for clients. The center has been recently updated and remodeled. It is now a welcoming and relevant looking center.

10. How can MDH be more supportive of your program?

11. Other? It was a pleasure to visit the grantee with Executive Director, Vaunae Hansel. It was also gratifying to see first-hand the well-organized facility, program and financials. The Center has a unique service with over one half of its clients being minority. The Center has also reported a steady and impressive numbers of clients demonstrating much success with their use of Positive Alternative funds. The tour of the Center was appreciated and demonstrated the commitment the Center has to its programming and future with the recent updates.